



STATE OF TENNESSEE
Department of Education

**REQUEST FOR PROPOSALS # 33111-00320
AMENDMENT # 1
FOR ASSESSMENT ITEM AND TEST FORM
DEVELOPMENT**

DATE: March 4, 2020

RFP # 33111-00320 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE	
1. RFP Issued		2/24/20	COMPLETED
2. Disability Accommodation Request Deadline	2:00 p.m.	2/28/20	COMPLETED
3. Pre-response Conference	9:00 a.m.	3/6/20	REVISED
4. Notice of Intent to Respond Deadline	2:00 p.m.	3/9/20	REVISED
5. Written "Questions & Comments" Deadline	2:00 p.m.	3/17/20	REVISED
6. State Response to Written "Questions & Comments"		3/27/20	
7. Response Deadline	2:00 p.m.	4/7/20	
8. State Schedules Respondent Oral Presentation		4/8/20	
9. Respondent Oral Presentation	8 a.m. - 4:30 p.m.	4/13/20 through 4/17/20	
10. State Completion of Technical Response Evaluations		4/28/20	
11. State Opening and Scoring of Cost Proposals	2:00 p.m.	4/30/20	
12. Cost Negotiations		5/4/20 through 5/8/20	
13. State Notice of Intent to Award Released and RFP Files Opened for Public Inspection	2:00 p.m.	5/15/20	
14. End of Open File Period		5/22/20	
15. State send contract to Contractor for signature		5/26/20	
16. Contractor Signature Deadline	2:00 p.m.	5/29/20	

2. Delete RFP section 1.7 in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

1.7 Pre-Response Conference

A Pre-response Conference will be held at the time and date detailed in the RFP Section 2,

Schedule of Events. Pre-response Conference attendance is not mandatory, and prospective Respondents may be limited to a maximum number of attendees depending upon overall attendance and space limitations.

The conference will be held at:

William R. Snodgrass Bldg.-Tennessee Tower
312 Rosa L. Parks Ave., 3rd Floor- **Central Procurement Office- Morrow Conference Room**
Nashville, TN 37243

Web-Ex will be available

Meeting link:

<https://tngov.webex.com/tngov/j.php?MTID=ma84ce98cf58025a13700bc3a51f0e28d>

Meeting number (access code): **642 753 62**

The purpose of the conference is to discuss the RFP scope of goods or services. The State will entertain questions, however prospective Respondents must understand that the State's oral response to any question at the Pre-response Conference shall be unofficial and non-binding. Prospective Respondents must submit all questions, comments, or other concerns regarding the RFP in writing prior to the Written Questions & Comments Deadline date detailed in the RFP Section 2, Schedule of Events. The State will send the official response to these questions and comments to prospective Respondents from whom the State has received a Notice of Intent to respond as indicated in RFP Section 1.8 and on the date detailed in the RFP Section 2, Schedule of Events.

3. **RFP Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.